

**CONFIDENTIAL**DD/A Registry  
85-1733**ROUTING AND RECORD SHEET****SUBJECT:** (Optional) Request for Approval to Incur Expenses**FROM:**

Director of Security

**EXTENSION****NO.**

OS 5 5964

**DATE**

10 MAY 1985

**TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Executive Registry  
7E12 Hqs.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

DOI  
EXEC  
REG

A-101

**CONFIDENTIAL**

C O N F I D E N T I A L

85-1733

10 MAY 1985

MEMORANDUM FOR: Executive Director

VIA: Deputy Director for Administration  
Administrative Officer, DCIFROM: [REDACTED]  
Director of SecuritySUBJECT: Request for Approval to Incur Expenses [REDACTED]  
[REDACTED]

1. Approval is requested for an exception to [REDACTED] in order to incur expenses related to an Industrial Security Seminar. (U)

2. I believe the expenditure of appropriated funds is appropriate under [REDACTED] for the costs of coffee, doughnuts, and a reception in the Executive Dining Room associated with a planned Industrial Security Seminar scheduled to take place on 3, 4 and 5 June 1985. This seminar is being sponsored in an effort to enhance the implementation of DCI security policy at major Agency contracting facilities. Participants in the Seminar are limited to selected principal industrial security managers employed by these contractors. As was done in June and October 1984, I believe an exception to [REDACTED] [REDACTED] is justified. (U)

3. The company affiliation and designated security managers present will be:

CompanyIndividualWARNING NOTICE--INTELLIGENCE  
SOURCES OR METHODS INVOLVED

C O N F I D E N T I A L

**Page Denied**

C O N F I D E N T I A L

25X1



4. U.S. Government employees (all Agency officials occupying SIS positions) scheduled to participate in the planned seminar will be:

Harry E. Fitzwater

Deputy Director for Administration

Director of Security

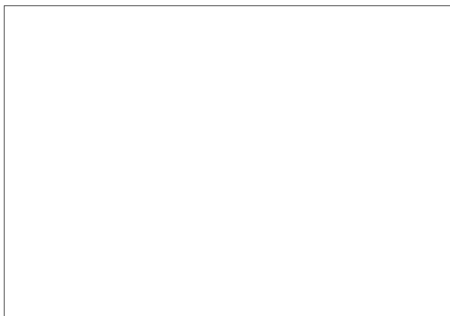
Chairman, DCI Security Committee

Deputy Director of Logistics

Associate General Counsel

Chief, Physical Security Division/OS

25X1



C O N F I D E N T I A L

C O N F I D E N T I A L

In addition, the following senior Agency officials have been invited to attend the cocktail reception in the Executive Dining Room:

James H. McDonald

Associate Deputy Director for  
Administration

Henry P. Mahoney

Director of Logistics (U)

5. I certify that the attendance of the individuals listed in paragraph 3 is considered essential to the conduct of official Government business and further, that the function will facilitate the accomplishment of the DCI's duties and responsibilities. (U)

6. The estimated cost of these functions is \$450.00. (U)

25X1



CONCUR:

25X1



Deputy Director for Administration

5/14/85  
Date

I certify the availability of funds in the amount indicated in paragraph 6.

25X1

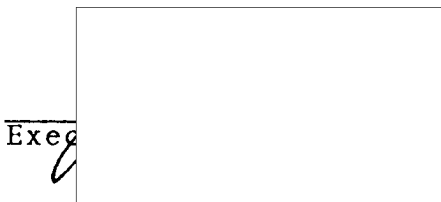


Budget and Fiscal Officer, DCI

5/14/85  
Date

APPROVED:

25X1



Exec

5/15/85  
Date

C O N F I D E N T I A L

SUBJECT: Request for Approval to Incur Expenses

25X1

OS/PTAS/PSD (7May85)

25X1

Distribution:

Orig - Return to DCI B&F

2 - ExDir

(1) - ER

2 - DDA

1 - AO/DCI

2 - D/OS

1 - OS/Registry

1 - ISB Subject

1 - ISB Chrono